
SIR GEORGE WILLIAMS COLLEGE



ANNOUNCEMENT

DAY AND EVENING DIVISIONS

1939-1940

FACULTY OF ARTS, SCIENCE AND COMMERCE

Sir George Williams College

OF THE

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MONTREAL

(Incorporated 1888)

FACULTY OF

ARTS, SCIENCE and COMMERCE

ACADEMIC YEAR 1939-40

INDEX

The alphabetical index at the back of this announcement will aid you in finding quickly the information in which you are particularly interested.

1441 Drummond Street, Montreal, Canada

HISTORICAL STATEMENT

In 1873, the formal educational work of the Montreal Young Men's Christian Association found its inception in the organization of vocational and general educational classes which later developed into the system of units known as the Y.M.C.A. Schools. ● In 1920, the Evening High School was inaugurated, and in 1926 the name Sir George Williams College was adopted to designate, from that time forward, the expanding formal educational programme of the Young Men's Christian Association in Montreal. (Sir George Williams was the founder of the Y.M.C.A. in London, June 6, 1844.) In 1926 also, the College was made co-educational. ● In 1928 the Association held a building campaign for \$1,500,000., part of which sum was to provide enlarged facilities for the work of the College. ● In 1929, the College programme was extended to include First Year of Arts, Science, Commerce and Engineering. ● In 1930 the College entered into occupation of an enlarged plant and equipment, including thirty classrooms, science laboratories, lecture rooms, assembly hall and library. ● In 1931, the Junior College of Arts, Science and Commerce was organized, offering two full years of College work leading to the Diploma of Associate. ● In 1932, day courses were inaugurated in the Junior College, providing Pre-Professional and Associate programmes of study. ● In 1934, the expansion of the Junior College into the Faculty of Arts, Science and Commerce was announced.

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CALENDAR

Academic Year 1939-40

1939

- SATURDAY, SEPTEMBER 2. Last day for receiving applications to write Supplemental and Special Entrance Examinations.
- MONDAY, SEPTEMBER 11. Supplemental and Special Entrance Examinations begin.
- MONDAY, OCTOBER 2. Classes begin in Faculty of Arts, Science and Commerce, day and evening divisions.
- WEDNESDAY, OCTOBER 11. Founder's Day (birthday of Sir George Williams, 1821).
- SATURDAY, NOVEMBER 11. Remembrance Day (Holiday).
- FRIDAY, DECEMBER 15. Evening Division closes for Christmas vacation.
- SATURDAY, DECEMBER 16. Day Division closes for Christmas vacation.

1940

- TUESDAY, JANUARY 2. All classes re-open after Christmas vacation.
- MONDAY, JANUARY 15. First-term examinations begin in Day Division.
- MONDAY, JANUARY 22. First-term examinations begin in Evening Division.
- FRIDAY, MARCH 22. Good Friday (Holiday).
- SATURDAY, MARCH 23. Holiday.
- MONDAY, MARCH 25. Easter Monday (Holiday).
- MONDAY, APRIL 29. Final examinations begin in Day Division.
- MONDAY, MAY 13. Final examinations begin in Evening Division.
- FRIDAY, MAY 24. Empire Day (Holiday).
- MONDAY, JUNE 3. Graduation.

BOARD OF GOVERNORS

George Hodge, Esq., Chairman

- | | |
|---------------------------|-------------------------------|
| D. A. Bates, M.A. | L. C. Haskell, B.A., F.C.I.S. |
| J. W. Beaton, Esq. | R. A. C. Henry, B.A., B.Sc. |
| G. W. Birks, O.B.E. | Rev. T. W. Jones, B.A., D.D. |
| J. W. Brunt, M.A. | W. T. B. Mitchell, M.D. |
| Harry Burton, Esq. | G. W. Mackimmie, Esq. |
| W. E. Clarke, Esq. | D. P. Mowry, D.D.S. |
| Howard Dawson, B.A., M.D. | K. E. Norris, M.A., Ph.D. |
| H. W. Fairlie, B.Sc. | C. W. Taylor, B.Sc. |
| John B. Frosst, Ph.G. | E. E. Wallace, Esq. |
| D. M. Wesbrook, M.E. | |

OFFICERS OF ADMINISTRATION

Kenneth Everette Norris, M.A., Ph.D.

Principal of the College

Henry Foss Hall, B.A., L.R.E.

Dean of the Faculty

Edward Fletcher Sheffield, B.A.

Registrar and Bursar

OFFICERS OF INSTRUCTION

Members of the Faculty Council

- John Stanley Allen, M.A. (U.B.C.), Ph.D. (McGill),
Senior Professor in the Natural Sciences Division
- Robert Nelson Elliot,
Lecturer in the Social Sciences Division
- Henry Foss Hall, B.A., L.R.E.,
Dean of the Faculty and Professor in the Natural Sciences Division
- Kenneth Everette Norris, M.A., Ph.D. (McGill),
Principal of the College and Acting Senior Professor in the Social Sciences Division
- Amos Saunders, B.A., (Wales), F.R.Econ.S.,
Associate Professor in the Social Sciences Division
- Claude Willett Thompson, M.A. (Oxon.),
Senior Professor in the Humanities Division

Other Officers of Instruction

- James Russell Adams, M.Sc. (McGill),
Lecturer in the Natural Sciences Division
- Thelma Sanford Allen, A.T.C.M.,
Lecturer in the Humanities Division
- Theodore Lloyd Avison, B.Comm. (Toronto),
Lecturer in the Social Sciences Division
- John William Beveridge,
Lecturer in the Social Sciences Division
- Lovell Caverhill Carroll, M.A. (McGill), LL.L. (U. of M.),
Lecturer in the Social Sciences Division
- William Henry Chodat,
Lecturer in the Humanities Division
- Lawrence Clare, D.D. (Mead.),
Lecturer in the Humanities Division
- Douglass Burns Clarke, B.A. (S.G.W.C.), Graduate, Hart House School of the Theatre,
Lecturer in the Humanities Division and Director of the Department of the Drama

- Alan Robert Ralph Finlayson, B.Sc. (S.G.W.C.),
Lecturer in the Natural Sciences Division
- Buell Waters Flaherty, B.Sc. (S.G.W.C.),
Laboratory Demonstrator
- Rolf Hans Fritz Flore, (Munster),
Lecturer in the Humanities Division
- William Max Ford, B.A., B.C.L. (McGill),
Lecturer in the Social Sciences Division
- John Capill Gilmer, C.A.,
Lecturer in the Social Sciences Division
- Gordon Hamilton Guest, M.A. (Saskatchewan), Ph.D. (McGill),
Lecturer in the Natural Sciences Division
- Robina Elizabeth Henry, B.A. (Trinity),
Lecturer in the Humanities Division
- Walter Leonard Kelsey, B.Sc. (Com.) (S.G.W.C.),
Lecturer in the Social Sciences Division
- John Gaudaire Mackinnon,
Lecturer in the Humanities Division
- James McCorkindale, Graduate, Glasgow School of Art,
Lecturer in the Humanities Division
- Nelson Whitman Morton, M.A., Ph.D. (McGill),
Lecturer in the Social Sciences Division
- John Scott Nixon, B.A. (McGill),
Lecturer in the Social Sciences Division
- Robert Ian Cameron Picard, M.A. (McGill), F.C.B.A.,
Lecturer in the Social Sciences Division
- William Harold Poole, M.A. (Alberta),
Assistant Professor in the Social Sciences Division
- Philip Thomas Renouf Pugsley, C.A.,
Lecturer in the Humanities Division
- Howard Crispin Reid, B.A. (McGill), M.S. (Trans.) (Yale),
Lecturer in the Social Sciences Division
- Laurence Robert Richardson, M.Sc., Ph.D. (McGill),
Lecturer in the Natural Sciences Division
- Frederick Arthur Rutherford, C.A.,
Lecturer in the Social Sciences Division

Edward Fletcher Sheffield, B.A. (McGill),
Registrar and Bursar of the College and Lecturer in the Social Sciences
Division

Maurice Raymond Smith, M.A. (Edin.),
Assistant Professor in the Natural Sciences Division

Baxter Garfield Spracklin, B.A., B.Sc. (Acadia),
Assistant Professor in the Natural Sciences Division

Merton Stafford Threlfall,
Lecturer in the Social Sciences Division

Allison Dewar Turnbull, B.Sc., M.E. (N.S.T.C.), A.M.E.I.C.,
Lecturer in the Natural Sciences Division

Harry Gilbert Tuttle, M.A. (McGill), B.D.,
Lecturer in the Social Sciences Division

Leonard Unsworth, B.Sc. (Liverpool),
Assistant Professor in the Natural Sciences Division

Paul Villard, M.A., D.D., M.D., Chevalier de la Légion d'Honneur,
Associate Professor in the Humanities Division

Philip Vineberg, M.A., B.C.L. (McGill),
Lecturer in the Social Sciences Division

Wilfrid Watson Werry, B.Com., M.A. (McGill), C.A.,
Lecturer in the Humanities Division

Orson Wheeler, B.A. (Bishop's),
Lecturer in the Humanities Division

Henry Hewitt Worsfold, B.A. (Cantab.), M.A. (McGill),
Lecturer in the Humanities Division

Librarians

Priscilla Lee, B.A., B.L.S. (McGill),
Librarian, and Lecturer in the Humanities Division

Jean Breakell Crombie,
Assistant Librarian

General Statement

Sir George Williams College is directed by a Board of Governors whose authority is vested in it by the Metropolitan Board of Directors of the Young Men's Christian Association of Montreal. Its charter consists in the Act of Incorporation of the Young Men's Christian Association of Montreal, passed by the Legislature of the Province of Quebec, June, 1888.

The Faculty of Arts, Science and Commerce is one of the five units of the Sir George Williams College. The purpose of the Faculty is to provide general and pre-professional education at the college level for young men and women. While general college education is the aim of the programmes of study in the Faculty, provision is made for specialization in certain subject matter fields.

The three curricula, in Arts, in Science, and in Commerce, are outlined in detail in later pages of this Announcement.

Degrees, Diplomas and Certificates

DEGREES OF BACHELOR. The degrees of Bachelor of Arts, Bachelor of Science and Bachelor of Science (Commerce) are awarded upon successful completion of four-year courses of study in the Day Division of the Faculty of Arts, Science and Commerce, or the equivalent in the Evening Division.

DIPLOMAS OF ASSOCIATE. For students who plan to spend less time in study beyond high school graduation than is required for a Bachelor's degree the College offers three two-year programmes (three-years in the Evening Division) leading to the diplomas of Associate in Arts, Associate in Science and Associate in Commerce. Work done in fulfilment of the requirements for the Associate's diploma is applicable, of course, for credit toward a degree.

DIPLOMA IN ASSOCIATION SCIENCE. This diploma is awarded to students training for the Y.M.C.A. secretaryship, for professional training taken concurrently with studies for the Bachelor's degree.

CERTIFICATE OF CREDIT. Students taking partial programmes, i.e. those who are following one or more subjects but are not proceeding to a degree or diploma, are awarded a Certificate of Credit in each subject upon completing the required work and passing the required examination.

EXTENSION COURSE CERTIFICATE. Partial course students not wishing to be graded on as comprehensive or rigorous a basis as for Undergraduates or Certificates of Credit, may qualify in the same course for an Extension Course Certificate.

Enrollment

The total enrollment of the College during the academic year 1938-39 was 1,749 individual students. Of these 637 were following college grade studies in the Faculty of Arts, Science and Commerce, day and evening divisions.

Men and Women Students

The Faculty of Arts, Science and Commerce is co-educational, women being admitted to all courses on the same basis as are the men.

The Aims of the College

The fundamental educational philosophy of the Sir George Williams College is that its major concern shall be the development of persons, through the medium of formal education and its correlated activities. It is recognized that this is not accomplished by mere rote learning. While the subject matter of the curriculum is divided into "courses" for the sake of convenience in administration, the primary aim of the College is that students shall grow in character and personality as well as in those techniques and appreciations which may be required in full and satisfactory living. The units which go to make up such growth may be conveniently classified as attitudes, abilities and skills. It is the development of these that the College endeavours to foster in its students.

This principle is not in the least opposed to good scholarship. On the contrary, scholarship can be sound only when it is vital, when it is a living process. For example, attitudes, or ways of feeling toward individuals, institutions and other elements of one's environment, are as much a part of a person's growth as is the attainment of information, important though this may be.

Because of varying interests, aptitudes and vocational aims, a modern educational institution must provide a wide range of educational experiences for its students. In the Faculty of Arts, Science and Commerce these experiences, traditionally called the "curriculum", are divided into three broad areas of life, viz.: (a) the nature of the world in which we live (the Natural Sciences), (b) the nature of man and of the society of which he is a part (the Social Sciences), and (c) the cultural heritage of thought, language and the arts which, though it reaches back to the dawn of history, is being continuously remade in our day (the Humanities). Believing that educated people should come into intimate contact with all of these areas of life, it is provided that the academic experience of every student should include work in each of these major fields. One attempt to accomplish this is the provision of the three exploratory "pandemic" courses. The emphasis placed upon the study of contemporary English literature and of modern writings in the fields of science, social science and the arts is another indication of this point of view.

The members of the staff of the Sir George Williams College are wholly devoted to the teaching and guidance of students. Contacts between faculty members and students are by no means confined to the classroom and, while students are encouraged to do independent and constructive work, staff members are always available for consultation.

Student Guidance

Education being considered the process of "guiding the growth of persons" and meeting the needs of individual students, all of the incidentals of education—instructors, courses of study, textbooks, examinations—are considered valuable only in so far as they serve these ends.

In addition to the fact that this concept permeates its academic work, the College has for many years maintained a programme of educational, vocational and personal guidance for its students. Several members of the College staff are trained and experienced in the techniques of personnel work. The orientation of the student to college work, the selection of suitable courses of study, the giving of assistance in the choice of a vocation, all in the light of discovered aptitudes, abilities and interest, are among the problems dealt with in the personnel work of the College. Students and their parents are urged to take full advantage of this service.

FIRST YEAR INDUCTION PROGRAMME (Day Division). During the first month of the academic year there is conducted an "induction programme" for all new students, the purpose of which is to enable the student to adapt himself in the shortest possible time to work at the college level, to help him become acquainted with the interesting new fields of subject matter now being opened to him and, in general, to prevent the feeling of aimlessness and instability which so often mars the work of the first year college student. In this programme, also, the instructors become aware of the strengths, weaknesses and scholastic disabilities of individual students, and are prepared immediately to modify their teaching accordingly.

THIRD YEAR SEMINAR. Students in the Third Year, first term, participate in a weekly seminar, the purpose of which is to provide an opportunity for the re-examination by each individual of the aims and purposes of his own education, a re-evaluation of the objectives of the College itself and its curricula, and an integration of diverse subject matters and points of view about some central core which might be called a philosophy of education.

Recommendation to Graduate Faculties and University Professional Schools

It is generally recognized that the obtaining of a bachelor's degree does not necessarily imply the ability to do graduate work or research. However, students who, in the opinion of the Faculty, have exhibited during the period of their course those special abilities which are required in order to do successful university professional school work or research will be awarded a *Certificate of Recommendation to Graduate Faculties and University Professional Schools*. Students who do not merit this Certificate will not be supported by Sir George Williams College in applying for admission to such professional schools or universities.

Senior Matriculation

Students who wish, at the end of the first year, to enter the second year at McGill University, may write the appropriate senior matriculation examinations of that University.

C. G. A. Examinations

Included among the courses available either as unit subjects or as part of the programmes of study leading to the diploma of Associate in Commerce and the degree of Bachelor of Science (Commerce) are many in which preparation may be obtained for the Intermediate and Final Examinations of the General Accountants Association (C.G.A.). Students taking these courses in Sir George Williams College, therefore, will receive academic credit in the College and, on writing the General Accountants Association examinations, may obtain credit from them toward the C.G.A. Diploma. Full information regarding preparation for these examinations may be obtained from the Registrar.

Y.M.C.A. Secretaryship Training

Young men wishing to prepare themselves as secretaries in the Canadian Y.M.C.A. may do so in the Faculty of Arts, Science and Commerce by choosing for the B.A. degree the maximum possible number of courses in the social sciences division and, in addition, taking the special courses leading to the Diploma in Association Science. Details of these provisions may be obtained from the Registrar.

Evening Division

For employed young men and women who for financial or other reasons are unable to attend college by day the Evening Division of the Faculty of Arts, Science and Commerce offers the same programmes and courses of study as are available in the Day Division.

The outlines of the various courses of study, on pages 29 to 47 of this Announcement, apply to both Day and Evening Divisions. The standard of achievement demanded of the students in the Evening Division is strictly that of the Day Division, the subject matter is the same and equal academic credit is allowed.

Special, or partial, students are also enrolled in the Evening Division. These include all those who wish to enroll for one or two unit subjects at the college level without necessarily working toward a diploma or degree.

Length of Courses

DAY DIVISION. The time ordinarily required to complete the work required for a degree in the Faculty of Arts, Science and Commerce is four years. During this time twenty-one full courses must be completed, as indicated on pages 25 to 27 where curricula are discussed. Provided a proper sequence of courses is followed the student may upon the completion of two years, or eleven full courses, be awarded the Diploma of Associate in Arts, in Science or in Commerce, as the case may be. In certain cases arrangements may be made to complete the required number of courses for a degree or diploma over a longer period. However, the practice of taking partial courses is discouraged in the Day Division.

EVENING DIVISION. As in the Day Division the number of courses required for a degree is twenty-one and, for a diploma, eleven. The number of years required depends, in each case, upon the subjects chosen by the student and the amount of class work he is able to complete each year. In general, however, an efficient student may complete the work required for the Associate's diploma in three years and for a degree in six years.

Evening students require two years to secure the Senior Matriculation Certificate.

Extra-curricular Activities

STUDENT ORGANIZATIONS. The College encourages and supports student activities and organizations in the belief that through such endeavours and associations much real education may accrue to the students concerned. A Student Council controls all activities of this nature, including athletics, study groups, social affairs, college newspaper ("The Georgian"), etc. Student societies in the day and evening divisions, respectively, are known as the Students' Undergraduate Society and the Evening Faculty Student Society.

THE FINE ARTS. In order to enrich college life and to aid students in the experience and appreciation of beauty wherever it may be found, examples of fine painting from time to time are displayed, music appreciation hours are arranged and every available opportunity, curricular and extra-curricular, is realized by the College to further this aim.

THE DEPARTMENT OF THE DRAMA. The purpose of this department is to encourage a knowledge and appreciation of the drama and to train students in dramatic techniques, including acting, voice culture and oral expression, stagecraft and play production. Usually two major productions are presented during the academic year, with stage settings and scenery planned and constructed in the drama workshop.

FACILITIES OF THE COLLEGE

The Faculty of Arts, Science and Commerce is one of the five units of the Sir George Williams College, which occupies the second and third floors of the Drummond Street Y.M.C.A. building. Accommodation is available for 2000 students in the various classes of the six schools comprising the College.

CHEMISTRY LABORATORY. This laboratory accommodates 40 students. The student tables are equipped with gas, water, A.C. and D.C. electricity, and individual lockers. The six fume chambers are provided with shatter-proof glass doors and high velocity exhaust fan.

PHYSICS LABORATORY. Three benches provide accommodation for 20 students and an additional 20 may be accommodated at the same time for physics experiments in the adjoining Electrical Laboratory. Equipment includes apparatus for experiments in general physics, electricity, mechanics, optics and thermodynamics.

ELECTRICAL LABORATORY. The electrical laboratory is wired for A.C. and D.C. electricity, and is provided with a complete equipment for study and experiment in magnetism, general electricity, radio, electrical communication and sound reproduction, including a long range radio receiver and a short wave transmitter.

BIOLOGY LABORATORY. This laboratory, accommodating 30 students, is equipped with high-power microscopes for individual use, microtome for the preparation of specimens and a wide variety of other instruments.

SCIENCE LECTURE ROOM. Science demonstration and popular lectures are provided for in this room. It is equipped with tiered seating, tablet arm chairs, modern demonstration desk and appliances, complete projection equipment, including microprojector, and full sets of charts and lantern slides.

THREE ART STUDIOS. Three art studios are available for work in drawing and painting, modelling and sculpture, and all phases of fine and applied art.

CLASSROOMS. The 30 classrooms of the College are in constant use day and evening. They are well lighted, and are equipped with mechanical ventilation. Three of these rooms bear names in honor of the late D. A. Budge, Esq., the late Abner Kingman and the late C. T. Williams, Esq. The Accountancy room will seat 40 students at special commercial desks.

LIBRARY AND READING ROOM. In charge of trained librarians, the newly fitted, open-stack library is increasing its holdings rapidly to keep pace with growing demands of the curriculum and the student body. Reading rooms accommodate at once a hundred students.

CHAPEL. The Captain's Chapel provides, with its Romanesque architecture, stained glass and organ, an atmosphere conducive to quiet meditation and spiritual inspiration.

GYMNASIUM AND SWIMMING POOL. The College has the use of two gymnasias, swimming pool, handball courts, and other equipment for use by the students in their health and recreation programme.

RESIDENCE. Men students may reside in the Y.M.C.A. dormitory which occupies the same building as does the College. Special student rates may be obtained from the Residence Secretary, 1441 Drummond Street. Approved accommodation will be recommended for women students upon request.

CLASSIFICATION OF STUDENTS

(1) **UNDERGRADUATES:** Students who, at the time of registration, meet full admission requirements and enroll with the intention of completing the work required for a degree or diploma are classified as Undergraduates whether they be taking several subjects or only one in any given year.

(2) **PARTIAL COURSE STUDENTS:** Students who, at the time of registration, do not expect to proceed to a degree or diploma are classified as Partial Course Students irrespective of the number of subjects of study they may be following in any given year.

REQUIREMENTS FOR ADMISSION TO THE FACULTY OF ARTS, SCIENCE AND COMMERCE

(1) **UNDERGRADUATES:** Admission to the Faculty of Arts, Science and Commerce may be secured (a) by the presentation of an appropriate certificate of graduation from high school, (b) by passing the special entrance examination, or (c) by fulfilling the special entrance requirements for persons over 21 years of age.

(a) The following certificates are accepted as fulfilling the requirements for entrance to the first year of the Faculty of Arts, Science and Commerce. In all cases the entrance certificate must indicate that the high school work of the applicant has included those subjects which are pre-requisite to the college course to be selected upon admission to the Faculty.

Province of Quebec

- a. The High School Leaving Certificate.
- b. The graduation diploma of the Evening High School of Sir George Williams College.
- c. The Matriculation Certificates of the several universities.
- d. The graduation diplomas of certain secondary schools.

Other Provinces of Canada

- a. NOVA SCOTIA: The Grade XI Certificate.
- b. PRINCE EDWARD ISLAND: The Second Year Certificate, Prince of Wales College.
- c. NEW BRUNSWICK: Junior Matriculation or High School Leaving.
- d. ONTARIO: The Middle School Certificate.
- e. MANITOBA: The Grade XI Certificate.
- f. SASKATCHEWAN: The Grade XI Certificate.
- g. ALBERTA: The Grade XI Certificate.
- h. BRITISH COLUMBIA: Junior Matriculation Certificate.

United States

- a. The College Entrance Board Certificate.
- b. The Board of Regents Certificate, State of New York.
- c. The graduation diploma of accredited High Schools.

Other Certificates

Certificates other than those mentioned above may be submitted for examination and evaluation.

(b) Applicants who cannot qualify under (a) above may be admitted by passing *Special Entrance Examinations* in May or September preceding the date of opening.

(c) Persons over 21 years of age who may not have satisfied the technical requirements for high school graduation but who have the capacity to do college work are admitted as Undergraduates in the Faculty of Arts, Science and Commerce by fulfilling the *Special Entrance Requirements for Persons over Twenty-one Years of Age*. Details regarding these requirements may be obtained from the Registrar.

(2) **PARTIAL COURSE STUDENTS:** In the case of students wishing to enroll for partial courses or unit subjects in the Evening Division, high school graduation is not required, except in the case of those subjects in which successful college work is absolutely dependent upon preliminary work in the same subject taken at the high school level. Certain unit courses in the Faculty, however, are not dependent upon work completed in high school. Students wishing to register for such unit courses, as Partial Course Students, are required, therefore, only to be sufficiently mature to do the work of the course.

While partial course students and students following single courses of interest are expected and encouraged in the Evening Division of the Faculty, only in special circumstances will the registration of partial students be accepted in the Day Division. Where necessary and desirable, however, and upon approval of the application by the Dean, such registration may be made.

The High School of Sir George Williams College

Applicants for admission to the Faculty of Arts, Science and Commerce, whose entrance certificates do not quite meet the requirements, may make up the deficiency in the Evening High School. The Evening High School follows the standard four-year plan to graduation, classes being held on Monday, Wednesday and Friday evenings.

APPLICATION FOR ADVANCED STANDING

Students who wish to apply for advanced standing upon the basis of work already completed in other colleges or universities should understand the following conditions:

1. Each application for advanced standing is considered individually, on its merits.

2. A student, who presents evidence of having completed one full year of study in a four-year college, will be admitted, as a rule, to the second year of the Faculty of Arts, Science and Commerce. It is provided, however, that if such student's first-year selection of subjects has not coincided with the curricular requirements of the Faculty, the deficiency must be made up in the second year.

3. Students presenting senior matriculation, senior high school leaving, or upper school certificates will, in general, be given credit in the first year, course for course, for subjects completed. Owing to the special requirements of the curricula of the Faculty of Arts, Science and Commerce, which are listed below, it is not possible for a student to obtain complete first year standing through presentation of one of the above certificates. Deficiencies may be made up, however, during the remainder of the course provided they are not too great and, further, that the student does the extra work necessary.

4. In order to obtain a degree or diploma in the Faculty of Arts, Science and Commerce a candidate must do the equivalent of at least one full academic year's work in the Faculty irrespective of the amount of *pro tanto* credit allowed. (In the Evening Division this is interpreted to mean that a student must complete at least five full courses.) This regulation applies to students presenting certification of more than one year's work in another college or university, and also to graduates of the Faculty of Arts, Science and Commerce of Sir George Williams College who may wish to qualify for a second bachelor's degree in a field (Arts, Science or Commerce) other than that in which they were graduated.

5. Except by special permission of the Dean no course or courses will be accepted *pro tanto* for the pandemic courses.

Timetables of Instruction

Class instruction in the Day Division is organized on the usual college basis of 18 to 28 class and laboratory hours per week, with the student free the remainder of the time for library work, study, special projects or student activities.

Certain courses indicated in this Announcement as three-hour courses, in the Evening Division will involve only two hours of class work per week. This is possible in view of the fact that evening students as a rule are older and more mature than day students, and the extra work, if necessary, is made up in assignments completed outside of class.

The class hours of each course are given in the Day Division and Evening Division timetables, which should be consulted before registering.

Examinations and Advancement

All students registered in the Faculty are required to write the regular first-term examinations held in January and the final examinations held at the close of the academic year.

The grades awarded as the final standing in each subject for the academic year are given on the basis of:

- (1) The year's work of the student, week by week;
- (2) The first-term examinations;
- (3) The second-term, or final, examinations.

These grades are awarded according to the following system:

A+	Honours	B+	} Satisfactory
A	} Superior	B	
A—		C	Not quite satisfactory
F	Decidedly unsatisfactory (failed)		
Inc.	Incomplete		
Abs.	Absent from final examination.		

A student who has obtained satisfactory grades in all but one of his subjects, and has a "C" grade in that subject, may proceed to the next year of his course without the necessity of writing a supplemental examination. However, if that subject is pre-requisite to advanced work which he expects to take the following year, he is advised to make an effort to improve his standing during the vacation and to pay special attention to that subject during the ensuing year.

A student securing "C" grades in two subjects in any given year must pass the supplemental examination in at least one of these subjects in order to progress as an unconditioned student.

All subjects in which "F" grades are secured must be re-written at the supplemental examinations, with the exception that a student may progress to the following year carrying one such "condition" provided it is not pre-requisite to advanced work to be taken in the higher year, and provided also that he has not already secured a "C" in one of his other subjects. This "condition" must be removed, however, within twelve months of the time of the final examination failed or the course repeated if credit for it is to be secured.

Students securing "F" grades in three or more subjects are advised to repeat their year rather than to write supplemental examinations.

Supplemental and Special Entrance Examinations

Supplemental Examinations are held during the third week of September.

Special Entrance Examinations, as described on page 16, are held at the same time as the final examinations in May (see calendar, page 4) and during the week of the supplemental examinations in September.

Application to write the September Supplemental or Special Entrance examinations must be submitted to the Registrar in writing, by September 2nd. A fee of \$2. per paper is charged for these supplement examinations, payable at the time of application.

Credit may not be secured for courses by passing supplemental examinations unless the course has been followed in the regular way during the academic year without the special permission of the Faculty Council.

SCHOLARSHIPS AND PRIZES

Abner Kingman Scholarships

Under the terms of a gift made in 1928 by the late Abner Kingman, a series of five scholarships of fifty dollars value each has been established in the evening division of the Faculty of Arts, Science and Commerce. These Abner Kingman Scholarships are awarded annually to five students who have attended the College for at least one year, and who show great promise as students.

D. A. Budge Memorial Scholarships

In memory of the late D. A. Budge, for thirty-nine years General Secretary of the Montreal Young Men's Christian Association, a series of scholarships of varying amounts has been established in the Evening High School of the College from the bequest of the late William Gilman Cheney. These are awarded each year to students of promise graduating from the Evening Elementary School to the Evening High School, progressing from one grade to another in the Evening High School, and matriculating from the Evening High School to the Faculty of Arts, Science and Commerce.

Entrance Scholarships

FIRST YEAR. In view of the fact that large numbers of able young men and women are being graduated from the high schools of the province each year, many of whom are unable to afford the regular expenses of a college or university course, the Board of Governors of Sir George Williams College announces, for the academic year 1939-40, the establishment of 20 Entrance Scholarships of \$50 each in Arts and Commerce and \$70 each in Science, tenable in any of the regular programmes of study, including senior matriculation, in the first year of the Faculty of Arts, Science and Commerce. These Entrance Scholarships are to be given to worthy young men and women on a basis of: (a) standing on the High School Leaving or Junior Matriculation examinations, and (b) economic need. For full details candidates are referred to the "*Announcement of Entrance Scholarships*," obtainable at the College office on request.

SECOND YEAR. Only in very exceptional circumstances will an Entrance Scholarship be awarded to a student applying for entrance to second year.

L'Alliance Française Prize

Awarded annually to the student in the Faculty of Arts, Science and Commerce obtaining highest standing in advanced courses in French.

The French Government Prizes

Awarded annually to the students in the Faculty of Arts, Science and Commerce obtaining first and second standing in advanced courses in French.

The Board of Governors Medal for Creative Expression

Awarded annually, when merited, by the Board of Governors of the College to the student or students giving evidence of outstanding ability in creative expression in the fine arts,—creative writing, oratory, drawing, painting, drama or music.

Recognition by the Guinea Pig Club

The first graduating class of the Faculty of Arts, Science and Commerce, known as the Guinea Pig Club, a name symbolic of their pioneering experience, makes an annual presentation to the student who is adjudged to have made the most outstanding new contribution, either academic or extra-curricular, to the student life of the College.

The Dean's Prize in Natural Science

Awarded annually to the second-year student in the Faculty of Arts, Science and Commerce who is judged to have done the most satisfactory work in the Natural Sciences.

Association of Alumni Award

Awarded annually, when merited, to the graduating student who, in the opinion of the Faculty Council of the college, has by his activities, achievements and interests, during his term at the college, won the outstanding commendation and respect of his fellows and of the faculty.

REGISTRATION AND FEES

Enrollment must be made personally at the College offices, during the month of September, or earlier. A late registration fee is charged those students who enroll after the opening of the term. Tuition fees are payable at the time of registration, unless written permission to do otherwise is obtained from the Bursar.

All students registering in the Faculty for the first time must present a record of previous school and college work with their application for admission. Following this application, the student's proposed course of study in the Faculty must be approved by the Dean, before the application can be accepted and registration permitted. Registration should be made immediately upon receipt of this approval. Students will be accepted in order of registration, irrespective of the date of application.

After the opening of the term, students may change their programme of studies only upon the approval of the Dean.

EXTRA COURSES. The Faculty Council approves the principle of superior students of the Day Division taking extra subjects for the enrichment of their curricula, but only under the following conditions:

- (1) No student in the Day Division may take an extra course for credit except to make up an existing deficiency.
- (2) Under no circumstances may a first-year student in the Day Division take an extra course unless it be stenography or draughting.
- (3) No Day Division student will be allowed to take an extra subject unless his previous record warrants it.
- (4) In no case may a student in the Day Division be permitted to take more than one extra subject in a given academic year.

The College Office

The College Office is on the third floor of the building. The office hours are:

June 1 to September 16—9:00 a.m. to 5.00 p.m.
(Saturday 1:00 p.m.)

After September 16 —9:00 a.m. to 9:00 p.m.
(Saturday 1:00 p.m.)

College Bookstore

All books and supplies required may be purchased at the College Bookstore. Students should secure a book-list from the College Office and be sure of the edition required before buying books elsewhere.

FEES—DAY DIVISION

Tuition, per year (exclusive of other fees below)	\$150.00
Tuition, extra subjects (in addition to regular programme), each full course*	20.00
Tuition, partial course students	Fee on application
Laboratory fee, payable in addition to tuition, for each laboratory subject	10.00
Caution Money Deposit (made by each student and refunded, less breakages and shortages, at close of year)	5.00
Deferred Payment fee (charged when tuition is paid in two or more installments)	2.50 to 5.00
Late registration fee (for registration after term opening)	5.00
Supplemental examinations, per paper	2.00
Students' Undergraduate Society, annual fee	4.00
Graduation fee (payable on May 1st of graduating year)	10.00

FEES—EVENING DIVISION

Tuition, Undergraduate Students (exclusive of other fees below), three subjects, per year	\$75.00
Tuition, extra subjects in addition to regular three in any given year, each extra subject, per year	15.00
Tuition, Partial Course Students taking unit subjects, per course*, per year (exclusive of other fees below)	30.00
Tuition, Partial Course Students, per half-course*	15.00

*A full course represents a subject studied for one full academic year of two terms. A course which continues for one term only, half the academic year, is therefore a half-course.

Laboratory fee, payable in addition to tuition, for each labora- tory subject	\$10.00
Caution Money Deposit (made by each student taking labora- tory work, and refunded, less breakages and shortages, at close of year)	5.00
Deferred Payment fee (charged when tuition is paid in two or more installments)	1.00 to 5.00
Late registration fee (for registration by Undergraduates after term opening)	5.00
Supplemental examinations, per paper	2.00
Evening Faculty Student Society, annual fee (payable by all Undergraduates; optional for Partial Students)	2.00
Graduation fee (payable on May 1st of graduating year)	10.00

Deferred Payments

Although it is contemplated that in most cases fees will be paid in full at the time of registration, arrangements may be made with the Bursar for deferred payments. The ability of the student to pay shall have consideration in all questions regarding deferred payments, and every reasonable effort will be made by the College to enable the student to take advantage of the training offered. In cases of deferred payments, a fee to cover the cost of opening a ledger account on the College books will be charged, and must be paid at the time of registration along with an initial payment on tuition fees.

Withdrawal and Refund

Students who are forced to withdraw from a course, or from the College, are required to notify the College Office in writing and to give their reasons for withdrawal. As the College assumes the obligation of carrying the student throughout the year when the student registers, and as the College provides the instruction and accommodation on a yearly basis, the Board of Governors has ruled as follows:

- (1) Application for withdrawal must be presented within thirty days after discontinuing attendance.
- (2) All tuition credits and refunds shall be made entirely at the pleasure of the College.
- (3) Credits or refunds will be granted only as follows:
 - a. Cash refunds may be granted in cases where students are compelled to withdraw on account of serious and continued personal illness. The application must be accompanied by a certificate from a physician, satisfactory to the College.

- b. In case a student who is regularly employed during the day is sent out of the city permanently by his employer or compelled to change his working hours so as to prevent his continuing at the College, a refund may be granted, provided the application is accompanied by a statement from the firm, satisfactory to the College.
- (4) Tuition not refunded or used may, upon securing a certificate of credit from the Bursar, be applied upon subsequent courses pursued in the College, providing such courses are taken within two years of the date of withdrawal of the student.
- (5) In the event of a student's withdrawal from the College, he is charged a withdrawal fee of \$5. plus a pro rata charge for sessions held up to the date of notification of withdrawal.

THE DIVISIONS OF THE FACULTY OF ARTS, SCIENCE AND COMMERCE

The various courses of study offered in the Faculty of Arts, Science and Commerce are grouped in three Divisions: The Natural Sciences Division, the Social Sciences Division, the Humanities Division.

The subjects of study included in each of these Divisions of the Faculty are as follows:

THE NATURAL SCIENCES DIVISION (Pages 29 to 34):

Biology
Chemistry
Mathematics
Physics
Psychology (also in the Social Sciences)

THE SOCIAL SCIENCES DIVISION (Pages 41 to 47):

Commerce
Economics and Political Science
History (also in the Humanities)
Philosophy (also in the Humanities)
Psychology (also in the Natural Sciences)
Religious Education
Sociology

THE HUMANITIES DIVISION (Pages 34 to 41):

English Language and Literature
Fine Arts
French Language and Literature
German Language and Literature
History (also in the Social Sciences)
Latin
Philosophy (also in the Social Sciences)
Spanish

While all students will follow some courses in each of the three Divisions, students who pursue the curriculum in Arts will find that a majority of their courses are in the Humanities Division or the Social Sciences Division, Science students will elect most of their courses from the Natural Sciences Division, and Commerce students from the Social Sciences Division.

CURRICULA

Each year's work of a student must be approved by the Dean before it is considered valid for academic credit.

CURRICULUM FOR THE DEGREE OF BACHELOR OF ARTS

Candidates for the degree of Bachelor of Arts are required to complete twenty-one full courses* (in the Day Division: five and one-half in the first year and five or more in each subsequent year; in the Evening Division: any suitable number each year) in accordance with the following plan:

- Four full courses in English. Of these English 101A and 101B must be taken during the first year.
- Three pandemic courses: Natural Science 101 in the first year, Social Science 101 in the second year, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)
- In the Natural Sciences Division, at least two additional courses but not more than five.
- In the Social Sciences Division, at least three additional courses but not more than six.
- In the Humanities Division, the remainder of the twenty-one courses.
- Third year Seminar, to be attended in the third year. See page 11. No course credit.

CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE

Candidates for the degree of Bachelor of Science are required to complete twenty-one full courses* (in the Day Division: five and one-half in the first year and five or more in each subsequent year; in the Evening Division: any suitable number each year) in accordance with the following plan:

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

- Handwritten notes:*
 Eng. 103 Mon. 8-10 (1st)
 Chem 101 Tue 6-8
 Germ. 101 Wed. 8-10
 Hum. 102 (2nd)
 Biol. 102 Fri. 6-8
- Handwritten notes on page:*
 Eng. 3
 Math. 5
 Biol. 1
 Chem. 1
 Phys. 1
 4
 9
 12
- At least three full courses in English. English 101A, and English 102 or 101B must be taken in the first year.
 - Three pandemic courses: Natural Science 101 in the first year, Social Science 101 in the second year, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)
 - At least one full course in each of: Biology, Chemistry, and Physics.
 - At least two courses in Mathematics.
 - At least two but not more than five additional full courses in the Humanities and Social Sciences Divisions.
 - The remainder of the twenty-one courses from the Natural Sciences Division.
 - Third Year Seminar, to be attended in the third year. See page 11. No course credit.
 - Students who so desire may take Draughting as an extra subject. No academic credit is allowed for this, however.

CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE (COMMERCE)

Candidates for the degree of Bachelor of Science in Commerce are required to complete twenty-one full courses* (in the Day Division: five and one-half in the first year and five or more in each subsequent year; in the Evening Division: any suitable number each year) according to the following plan.

- At least three full courses in English. English 101A, and English 102 or 101B must be taken in the first year.
- In Mathematics, at least Mathematics 102 and 103.
- In Accountancy, at least Commerce 101 and 102.
- At least three full courses in Economics.
- Three pandemic courses: Natural Science 101 in the first year, Social Science 101 in the second year, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)
- Commerce 105 and at least two full Commerce courses additional to Commerce 101, 102 and 105.
- The remainder of twenty-one courses to be selected.
- Third Year Seminar, to be attended in the third year. See page 11. No course credit.
- Students who so desire may take Stenography as an extra subject. No academic credit is allowed for this, however.

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

Suggested Selection of Courses in First Year

ARTS	SCIENCE	COMMERCE
English 101A	English 101A	English 101A
English 101B	English 102 or 101B	English 102 or 101B
Natural Science 101	Natural Science 101	Natural Science 101
At least three other subjects to be selected by student.	Mathematics 101	Mathematics 102-103
	Two of:	Economics 101
	Biology 101	Commerce 101 or 105
	Chemistry 101 or 102	One other subject if taken to be selected by student.
	Physics 101	
	One other subject if taken to be selected by student.	

Courses permitted as additional first year selections, in accordance with the curricula given on pages 25-26 are as follows:

Biology 101	Fine Arts 101-102	Latin 101
Chemistry 101 or 102	Fine Arts 103	Mathematics 101
Commerce 101	French 101	Mathematics 102-103
Commerce 105	German 101	Physics 101
Commerce 106-108	History 101-102	Sociology 102
Economics 101	History 103	Spanish 101

CURRICULA FOR THE DIPLOMA OF ASSOCIATE

At the conclusion of two years' work in the Day Division, or the equivalent in the Evening Division, a student may be awarded the diploma of Associate in Arts, Associate in Science or Associate in Commerce. In order to be awarded this diploma the completion of eleven full courses* is required, the selection to be made not only in compliance with the curricula below but with a view to realizing the maximum values in the two years of college work. Work done in fulfillment of the requirements for the Associate diploma is, of course, applicable toward a degree.

Curriculum for the Diploma of Associate in Arts

- Two full courses in English. (English 101A and 101B must be taken during the first year.)
- Two pandemic courses: Natural Science 101 in the first year and Social Science 101 in the second year.
- In the Natural Sciences Division, at least one additional course but not more than two.
- In the Social Sciences Division, at least one additional course.
- In the Humanities Division; the remainder of the eleven courses.

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

Curriculum for the Diploma of Associate in Science

- Two full courses in English: English 101A, and English 102 or 101B in the first year, and an additional half-course in the second year.
- Two pandemic courses: Natural Science 101 in the first year and Social Science 101 in the second year.
- At least one full course in each of: Biology, Chemistry, and Physics.
- At least one full course in Mathematics.
- At least one of the three remaining courses from the Natural Sciences Division.

Curriculum for the Diploma of Associate in Commerce

- Two full courses in English: English 101A, and English 102 or 101B in the first year, and an additional half-course in the second year.
- Two pandemic courses: Natural Science 101 in the first year and Social Science 101 in the second year.
- At least one full course in Mathematics. (Mathematics 102 and 103 are recommended for Commerce students.)
- In Accountancy, at least Commerce 101.
- Economics 101 and, in addition, at least one half-course in Economics.
- Commerce 105 and at least one half-course in Commerce additional to Commerce 101 and 105.
- The remainder of the eleven courses to be selected from any of the Divisions.

OUTLINES OF SUBJECTS

On the following pages are given brief outlines of the various courses of study offered in the Faculty of Arts, Science and Commerce. These courses are offered in both Day and Evening Divisions of the Faculty. Students should consult the requirements of the Curricula (pages 25-28) before making their selections. *Each of these courses may be taken separately, as a unit course, by Partial Students in the Evening Division.*

A two-term course continues throughout the whole academic year; a one-term course for half the year only.

Except where otherwise indicated, each course is offered in both day and evening divisions.

THE NATURAL SCIENCES DIVISION

Natural Science 101. General Course in the Natural Sciences

A pandemic course providing an introduction to the basic sciences necessary for an intelligent appreciation of the world of our day. Science is presented as a unity. The aim is to help the individual to see himself in relation to the universe, to free himself from superstition and prejudice, to gain criteria for the estimation of truth and to rely upon established truth for the ordering of his own life, to appreciate the leadership of the specialist in particular and scientific method in general for solving individual and world problems;—in short, to guide constructively the beliefs and attitudes of the student. Incidentally the student gains a view of the various branches of science which may help him to choose more effectively his further courses. The subject matter dealt with is as follows: (a) animals and plants, their functions and relations; heredity and environment; adaptive change; man's place in nature; health and disease; man's behaviour; prehistoric man; the development of civilization, culture, industry, etc. (b) the earth in space, the universe; the earth's crust, soil, minerals, rocks, strata, fossils; the nature of matter, energy, radiation, etc.; science applied through machines, etc.; scientific method; the great scientists and their contributions. Three hours per week. Also demonstrations and field trips. (Day only, 1939-40. Evening, 1940-41.)

Natural Science 102. Principles of Descriptive Geology

The purpose of this course is to introduce the student to the fundamental branches of geology, chiefly as exemplified in his own environment. The principles of mineralogy and petrology are illustrated by local material. Historical geology is also dealt with at some length. One Term. Two hours per week. Laboratory, two hours per week. Also periodic field trips. (2nd term.) (Day only, 1939-40.)

Natural Science 103. Introduction to Descriptive Astronomy

In this course an attempt is made to make the student familiar with modern concepts of the nature of the universe. Lectures and discussion are liberally supplemented by observation. One term. Three hours per week. (Not given 1939-40.)

Natural Science 104. History of Science

The purpose of this course is to allow the student to trace the development of the great scientific movements and discoveries from the earliest times to our day. Emphasis is placed on the interdependence of the various branches of science and the relation of science to social development. One term. Three hours per week. (Not given 1939-40.)

BIOLOGY

Biology 101. General Biology

The purpose of this course is to develop interest in, and understanding of, living organisms (plants, animals and man) with particular reference to their phylogenetic development, inter-relationships and general functions. The approach is practical and functional. Two terms. Two hours per week. Laboratory, three hours per week.

Biology 102. Genetics and Evolution

This course attempts to make the student thoroughly familiar with the principles of heredity and their possible applications to organisms, including man. It also undertakes a study of the theory of evolution as evidenced by comparative biology, palaeontology, experimental biology, etc. The implications of the findings of genetic research and of the doctrine of evolution for human life and welfare are considered. Two terms. Three hours per week. Periodic laboratory work. (Evening only, 1939-40.)

Biology 103. Embryology and Histology

A study of the principles and techniques involved in a consideration of the ontogeny of organisms and their minute structure. One term. Three hours per week. Laboratory, three hours per week. (1st term.)

Biology 105. General Physiology

Comparative study of the principal physiological processes including respiration, circulation, nutrition, excretion, locomotion, reproduction and coordination. Particular attention is given to nature of protoplasm and to the roles of enzymes and hormones as they directly affect human life and welfare. One term. Three hours per week. Laboratory, three hours per week. (2nd term.)

Biology 106. Vertebrate Zoology

A course intended to orientate and establish the student in the field of vertebrate zoology as a basis for the understanding of the phylogenetic origins of the human race. The relationships, anatomy, physiology, ecology and distribution of the vertebrate group as a whole is studied. In the laboratory particular attention is paid to the anatomy of representative animals of the vertebrate classes. Two terms. Two hours per week. Laboratory, three hours per week. (Given 1940-41.)

CHEMISTRY**Chemistry 101. Introductory General Inorganic Chemistry**

The purpose of this course is to give a general background in Chemistry. It may therefore be taken by students without previous study of this subject. A full exposition of the general principles of Chemistry and modern applications of the science to every-day life will be given. Two terms. Three hours per week. Laboratory, three hours per week.

Chemistry 102. Advanced General Inorganic Chemistry

A fundamental knowledge of the principles and theory of inorganic chemistry is given. The course includes the study of the properties of the non-metals, their compounds and uses. Electronic structure of the atom and the periodic classification are employed as a unifying concept. A systematic, comprehensive study is made of the metals, their metallurgy and uses, and their application to modern technology. Only students possessing considerable knowledge of and interest in chemistry are advised to take this course. (This course is not open to students who have taken Chemistry 101.) Two terms. Three hours per week. Laboratory, three hours per week.

Chemistry 103. Qualitative Analysis

A study is made of the principles and theory of analytical chemistry, and the preparation of solutions. The common basic (metallic) and acidic constituents are separated and identified, and their chemical reactions are investigated. Two terms. One hour lecture, six hours laboratory per week.

Chemistry 104. Quantitative Analysis

This course is concerned with the methods of volumetric and gravimetric analysis, and the theoretical considerations involved. The laboratory work includes standardization and titration of solutions, etc., with reports on commercial substances, and gravimetric analysis of metals, alloys, and non-metals. One term. One hour lecture, six hours laboratory per week. (1st term.) (Evening only, 1939-40.)

Chemistry 105. Organic Chemistry

The ground covered is that usually given in a first course in organic chemistry, together with considerable more advanced work in the subject. Lectures deal with the aliphatic and aromatic series, isomerism and stereo-chemistry, determination of the structure of compounds and the mechanism of reactions. Two terms. Three hours lecture, three hours laboratory per week. (Evening only, 1939-40.)

Chemistry 106. Advanced Quantitative Analysis

A course continuing the work of Chemistry 104. More complex analysis will be carried out such as the analysis of coal, minerals, illuminating gas, the determination of nitrogen in fertilizers, potash and soda in silicates, etc. One term. One hour lecture, six hours laboratory per week. (2nd term.) (Evening only, 1939-40.)

Chemistry 108. Survey of Physical Chemistry

This course outlines the more important branches of physical chemistry and includes the states of matter and its structure, solutions, electrolytic phenomena, kinetics of reaction, thermochemistry, colloids and radioactivity. (This course is not open to students who are majoring in chemistry.) One term. Three hours per week. (Not given 1939-40.)

Chemistry 109. Advanced Physical Chemistry

A rigorous treatment of the subject is given. The subject matter consists of kinetic theory, phase rule, radioactivity, and thermodynamics in as much detail as time will permit. A good knowledge of mathematics is pre-requisite, preferably including calculus. This course is given primarily for students majoring in chemistry. It is co-ordinated with Physics 107. Two terms. Three hours lecture and three hours laboratory per week.

Chemistry 110. Industrial Chemistry

A study of the application of chemistry to industry, to give a more detailed knowledge than is possible in introductory courses. The mineral acids, important inorganic chemicals, ceramics, paints, electric furnace and coal-tar products, oils, soaps, explosives, fermentation industries, textiles and paper will be studied. One term. Three hours per week, with demonstrations. (Not given 1939-40.)

Chemistry 111. Advanced Organic Chemistry

Further study of the aliphatic series is made, including carbohydrates, proteins and related compounds, purine bases, fermentation and enzymes, terpenes and essential oils, alkaloids, new synthetic drugs, dyes, etc. The theoretical principles and mechanism of reactions will be considered. Pre-requisite, Chemistry 105. Two terms. Three hours per week. Laboratory, three hours per week.

Chemistry 112. Bio-Chemistry

For students who have completed Biology 105 and Chemistry 105, or their equivalents, this course provides a training in the principles of bio-chemistry. Two terms. Three hours per week. Laboratory, three hours per week. (Not given 1939-40.)

MATHEMATICS

Mathematics 101. Algebra, Geometry and Trigonometry

(a) Algebra: Ratio; proportion; variation; arithmetic, harmonic and geometric progressions; theory of quadratics; permutations and combinations; the binomial theorem; graphical algebra. (b) Trigonometry: Definition of trigonometric functions; identities; functions of multiple angles; transformation of sums and differences of functions; solution of triangles by use of four-place logarithms; inverse trigonometric functions. (c) Plane and Analytic Geometry: Continued study of plane geometry; and the analytic geometry of the straight line and circle, using rectangular axes only. Two terms. Three hours per week. Tutorial, one hour per week.

Mathematics 102, 103

See the Social Sciences Division. (These courses may not be taken for credit as a Natural Science.)

Mathematics 104. Analytic Geometry

This course covers the analytic geometry of the straight line, circle, parabola, ellipse and hyperbola and curve tracing in both Cartesian and polar-coordinates. The use of determinants is introduced early in the course. One term. Three hours per week. (1st term.) (Day only, 1939-40.)

Mathematics 105. Calculus

Subject matter: Constants, variables, definition of a continuous function; limits, the derivation of simple algebraic functions, differentiation of exponential, logarithmic, and transcendental functions; inverse trigonometric and hyperbolic functions; application of derivatives to physical problems, partial differentiation, integration, application of integration to areas, volumes and lengths of plane curves; applications to problems of physics and physical chemistry. Two terms. Three hours per week.

Mathematics 106. Advanced Algebra

This course is intended primarily for the student who wishes to prepare for advanced study in either pure or applied science. Subject matter: The multinomial theorem, partial fractions, probability, theory of equations, Taylor's theorem, the general cubic and biquadratic equations, complex quantities, determinants and elimination, convergence of infinite series, exponential and logarithmic series, limiting values of fractions. One term. Three hours per week. (2nd term.) (Day only, 1939-40.)

Mathematics 107. Differential Equations

For students who have completed Mathematics 105 or its equivalent. Subject matter: Differential equations of the first order, homogeneous equations, envelopes, singular solutions, the linear differential equation, complementary function, particular integrals, simultaneous differential equations, equations of the second order, Clairant's Form, Legendre's equation, Bessel's equation. Applications to problems of physical chemistry, dynamics and electricity. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

PHYSICS

Physics 101. General Physics

This course provides a background for: (1) higher work in pure physics, (2) industrial applications in structural, mechanical and electrical engineering, (3) general understanding and appreciation of scientific literature. It will treat of: mechanics, magnetism, electricity, sound, heat, light, and their measurement and applications. Two terms. Three hours per week. Laboratory, three hours per week. Tutorial, one hour per week.

Physics 103. Radio and Sound Reproduction

A practical course on the principles underlying sound reproduction and electrical communication. The following subjects are treated without resort to involved mathematics: Alternating current theory, vacuum tubes, radio receivers, amplifiers, trouble shooting, photo electric devices, theatre sound systems, public address systems, inter-office communication equipment, telephoto and facsimile systems, noise measurement and acoustics. Two terms. Half course credit. Two hours per week, laboratory and lectures. (Evening only, 1939-40.)

Physics 104. Statics and Dynamics

A course giving a foundation for advanced study in dynamics. Subject matter: parallelogram of forces, couples, conditions for equilibrium of rigid bodies, friction, graphical methods, centre of gravity, bending moments, kinematics, simple pendulum, compound pendulum, the Cavendish experiment, pressure on submerged areas, centres of pressure, moments of inertia. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week. (1st term.) (Given 1940-41.)

Physics 105. Electricity and Magnetism (Advanced)

Foundations of electrostatic and electromagnetic theory, electrical measurements, X-rays and radiation, elementary discussion of the quantum theory. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week. (2nd term.) (Given 1940-41.)

Physics 106. Light (Optics)

This course is given especially for students desiring both a theoretical and practical knowledge of optics. Subject matter includes geometrical optics, Fermat's principle, dispersion, derivation of the lens formulae, cardinal points of a lens system, the phi-diagram, diffraction grating, spectrometer, spectroscopy. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week. (1st term.)

Physics 107. Thermodynamics and Kinetic Theory

Kinetic theory of gases, transport phenomena, applications of kinetic theory to viscosity and conductivity, the two laws of thermodynamics, specific heats, isothermals and adiabatics. Carnot's cycle, entropy, the Carnot-Clausius equation, thermodynamics of a fluid, change of state. Van der Waal's equation. This course is coordinated with Chemistry 109. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week. (2nd term.)

Physics 108. Radio Theory and Design

An advanced general radio course for students who have completed Physics 103 and Mathematics 101, or the equivalent. This course includes the theory and practical study of: Transmission networks, equalizers, speech filters, harmonic analysis, phase distortion speech amplifier design, radio antennae, radio measurements, simple transmitter design, electronic control. Two terms. Half course credit. Two hours per week, laboratory and lectures. (Evening only, 1939-40.)

Physics 109. Nuclear Physics

An historical approach to nuclear physics; the charge on the electron, determination of the ratio of charge to mass for the electron, photoelectric emission, thermionic emission, conduction of electricity through gases, positive rays and isotopes, the mass spectrograph; alpha, beta, and gamma rays, acceleration of ions, X-radiation, artificial transmutation. For students who have completed Mathematics 105 and any two of Physics 104, 105, 106, 107, or their equivalents. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

PSYCHOLOGY**Psychology 101, 102, 103, 104, 105**

(See the Social Sciences Division. Not more than one course in Psychology may be taken for credit as a Natural Science.)

THE HUMANITIES DIVISION**Humanities 101. General Course in the Humanities**

This pandemic course brings the student into immediate contact with as many as possible of the masterpieces of thought and art of our cultural ancestors. The humanities are concerned with man's attempts to understand and feel at home in the world through magic, religion and philosophy. They are also concerned with man's expression of fundamental meanings and values particularly in literature, music, and art. The student is encouraged to understand the historical and institutional setting from which a given body of art or literature came, or a particular school of thought developed. The principal emphasis, however, is on the intellectual, artistic and emotional values and implications. While all of the reading required in this course may be done in English, students who can do are encouraged to read in other languages as well. The treatment is such that a given student may draw upon the subject-matter of his whole course, as well as from the content of this subject itself, in his preparation and study. Two terms. Three hours per week. (Evening only, 1939-40. Day, 1940-41.)

Humanities 102. French-Canadian Life and Letters

A weekly seminar, the purpose of which is to enable English-speaking students and members of the Faculty of the College to gain a first-hand introduction to the literature, art, music, philosophy and way of life of the French-Canadian. This seminar is intended primarily as a student-faculty extra-curricular activity, but in special cases is available to students for academic credit. In such cases a parallel programme of additional reading and reports is prescribed. In 1938-39 this seminar was addressed by fourteen French-Canadian business and professional men and women. One term. One hour per week. Periodic assignments. (2nd term.) (Evening only, 1939-40.)

ENGLISH**English 101A. English Composition**

Advanced instruction in English composition with the purpose of enabling the student to express himself in a clear, natural and interesting way. Special attention is placed on the gathering and organization of material and on the choice of words. It is expected that this course will be completed in the first year, but provision is made for students who need additional coaching and practice to continue this study through the second year. Two terms (Four terms if necessary). One hour per week. Periodic assignments and individual consultation. (Half-course credit.)

English 101B. Survey of English Literature

A survey is made of the development of English literature from the fourteenth century to the nineteenth. An intimate acquaintance with the work of important authors of various periods is acquired, as well as an understanding of literary history. Two terms. Three hours per week. (Day only, 1939-40.)

English 102. English Literature of the Nineteenth and Twentieth Centuries

To provide an understanding and appreciation of the English literature of the twentieth century, its origins and trends, the work of this course includes a study of the important authors of the past hundred years, both in the British Isles and in America. Two terms. Three hours per week. (Day only, 1939-40.)

English 103. American Literature

A detailed survey of the large body of American prose and poetry is the object of this course. In order to provide background, the course will commence at the early colonial period, but special study will be made of nineteenth and twentieth century writers. Attention will be paid to current trends in American literature, modern American journalism and the short story. One term. Three hours per week. (Day division, 1st term. Evening division, 2nd term.)

English 104. Political, Economic and Social Literature

For students whose primary interest is in the social sciences, the course studies those literary works which, throughout the development of modern civilization, have contributed most to the advance of political, social and economic thought. A literary background is thus provided for the evaluation and appreciation of current writing in these fields. One term. Tutorial hours arranged. (Given 1940-41.)

English 105. Readings in the Literature of Science

For students whose primary interest is in the natural sciences, this course aims at a study of those authors in English Literature who have dealt with scientific subjects. Many of the great literary figures of both past and present are included in this list, so that the literature of science provides not only an interesting field of study but an orientation into literature for the science student. One term. Tutorial hours arranged. (1st term.)

English 106. Précis Writing, Reports and Secretarial Practice

Advanced instruction in English composition for Science and Commerce students, concentrating particularly on those types of writing most likely to be required in business and in industry, including: précis and description, commercial and industrial report, technical and scientific report, letter and press report. For Commerce students an opportunity will be provided for the study of those forms and techniques ordinarily known as "secretarial practice." One term. Tutorial hours arranged. (Given 1940-41.)

English 107. Oral Expression and Public Speaking

The aim of this course is to develop in the student the ability to speak in public. To this end the student is given instruction in the preparation of speech material and supervised practice in its delivery. One term. Three hours per week. (2nd term.) (Day Division students only; evening students take English 120.)

English 108. Shakespeare and the Elizabethan Drama

A general survey of the golden age of English drama, with a detailed study of the works of William Shakespeare. One term. Three hours per week. (1st term.)

English 109. Canadian Literature

The purpose of this course is to provide a background for the understanding and appreciation of current Canadian literature. This course provides a complete survey of Canadian prose and poetry from the earliest period to the present. One term. Three hours per week. (Evening division, 1st term. Day division, 2nd term.)

English 110. World Literature

By means of this course an attempt is made to extend the literary experiences of the student beyond the confines of his mother tongue, and of those secondary languages which he is ordinarily able to learn. Through the medium of the best available English translations, a study will be made of the outstanding literature of other languages, including the French, German, Russian, Italian, Spanish and Scandinavian. One term. Three hours per week. (Given 1940-41.)

English 111. Advanced Course in Contemporary English Literature

For those who have completed English 102 or its equivalent, and wish to make further study of twentieth century writers in the English language. Special attention is given in this course to the influence of the literature of other languages on contemporary English letters. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

English 112. Creative Writing

For advanced students with special interest and ability in written expression, instruction will be given in the various literary forms. Each student will be encouraged and assisted to develop the form of expression in which he shows most promise. Instruction will be individual in so far as this is possible. This course is limited to students who have demonstrated their ability to write during their first two or three years in college. One term. Hours arranged. (1st term, repeated in 2nd term.)

English 113. Advanced Study of Selected Period

Fourth year students who have completed successfully English 101, 102, 109 and 111 or their equivalents will be admitted to an advanced expansion course, and will be required to make a special study of a selected period or author in English Literature. Two terms. Tutorial hours arranged.

English 114. Byways in Literature

An exploration of many of the finer and more delightful lesser lights in the galaxy of English letters, past and present. A seminar course in which the material is selected by the student, and where the emphasis lies upon venturesome reading and reading for pleasure. For a limited number of advanced students, who may be enrolled for this course only with the instructor's approval. One term. Three hours per week. (2nd term.) (Day only, 1939-40.)

English 120. Public Speaking

A course designed to be of special benefit to the average young business and professional man or woman in the development of poise and ability to think on the platform. Extensive drill in outlining speech material for original and logical presentation. A study of the motivating forces in audiences, and methods of establishing contact between speaker and audience. Weekly practice in application of principles involved. One term. Two hours per week. (1st term, repeated in 2nd term.) (Evening division students only; day students take English 107.)

English 121. Short Story Writing

A practical course in the writing and marketing of short stories, together with a study of the general problems of writing fiction. Lecture, discussion, and criticism of written work. A critical analysis of current fiction. This course is open to any who, in the opinion of the instructor, are able to profit by it, regardless of their previous formal education. Students who have already taken English 101A, and English 101B or 102, or the equivalent, may take this course for credit. One term. Two hours per week. (1st term, repeated in 2nd term.) (Evening only, 1939-40.)

English 122. Short Story Writing, Advanced Course

Students who have taken English 121 or its equivalent may enroll for a second term's study. More intensive seminar work, analysis of stories, and discussion of the student's writing problems. One term. Two hours per week. (1st term, repeated in 2nd term.) (Evening only, 1939-40.)

THE FINE ARTS**Fine Arts 101. The Understanding and Appreciation of Music**

To enable the student to understand and appreciate the great music of the world, and to develop taste and discrimination in music without the necessity of learning to play an instrument. The work of the course consists to a great extent in the actual hearing and analysis of the various types of music and composers, and in musically illustrated lectures and discussion. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

Fine Arts 102. The Understanding and Appreciation of Art

The intelligent appreciation of art, based upon an intimate acquaintance with the great art of the world in the realm of sculpture, architecture and the pictorial arts, is the ultimate objective of this course. Actual study of the artistic masterpieces and of the work of various artists leads to an understanding of the fundamental principles of artistic expression. One term. Three hours per week. (Given 1940-41.)

Fine Arts 103. Studio Course in Drawing and Painting

For those who wish to acquire skills in drawing, sketching, water colour, oil, pastel, etching, or modelling and sculpture, studio work is provided. As instruction is individual, this course may be taken by advanced students as well as by those who have had no previous instruction in art. One or two terms. Six hours per week. Hours arranged.

Fine Arts 104. The Theatre as a Reflection of the Life of its Time

Study of the development of theatrical production and the drama brings before the student the whole shifting scene of manners and customs, ideals and moral standards of the ages. This course traces the development of the theatre from the time of the Greek choric dance to the modern talking picture and legitimate stage, showing at each step how the culture of that age has been condensed and reflected in the vital and permanent art form of the theatre. One term. Three hours per week. (Day division, 1st term. Evening division, 2nd term.)

Fine Arts 105. The Technique of Play Production

A study of the fundamental theories of the aesthetics of the theatre and their relationship to the arts contributing to production. Students will participate in a practical programme of productions which will entail work in acting, staging, voice production, pantomime, make-up, lighting and scenic design. Two plays will be enacted and staged by the students each year. Two terms. Hours arranged. Half-course credit (Evening only, 1939-40.)

FRENCH**French 101. French Language and Literature**

This course aims to give not merely advanced theoretical knowledge of French grammar and syntax, but actual ability in speaking and writing the language as well as a general study of the literature and history of France. As much as possible, instruction is given in French. Two terms. Three hours per week.

French 102. Modern French Literature

(a) A more intimate acquaintance with French culture through a study of the literary thought of modern France, its origins and its nineteenth and twentieth century trends.

(b) Composition: Advanced instruction in composition with the purpose of enabling the student to write the French language in a clear, correct and natural manner. Translation into French of moderately difficult English passages.

Instruction will be conducted entirely in the French language. Two terms. Three hours per week. (Day only, 1939-40.)

French 103. A Study of French Culture

This course treats of those elements which have contributed to, and form an integral part of, that distinctive thing which is recognized as French culture. It includes a study of the social philosophy and organization of medieval and modern France and French Canada, the art, music, drama, education, general mores and folkways of the various social groups, etc. All instruction and reading given in the French language. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

French 104. France as a Modern World State

To enable the student to arrive at an understanding of the national and international points of view of modern France in matters of politics, economics, science, etc. All instruction will be in French, as will the source materials assigned for reading and study. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

French 105. Advanced Course in Contemporary French Literature

A study of modern French drama, poetry, novel and newspaper writing. The course provides a complete survey of French literature in the twentieth century and its influence on the trend of the modern French social, political and economic life. Special attention is given to the study of modern French literary expression in comparison with the literary expression of other countries. All instruction and reading given in the French language. French 105 and 106 are co-ordinated and run concurrently. Two terms. Half course credit. 1½ hours per week. (Day only, 1939-40.)

French 106. Composition, Public Speaking and Debating in the French Language

(a) Advanced instruction in French composition and creative writing. Such instruction will be given to enable students to write the French language in a correct and literary way, using chiefly as material the subject matter of lectures. Translation into French of advanced English literary passages.

(b) Extensive drill in using the French language orally to develop ability in using the language in an intelligent way as a vehicle of expression on the platform.

French 106 and 105 are co-ordinated and run concurrently. Two terms. Half course credit. 1½ hours per week. (Day only, 1939-40.)

French 107. French Seminar in Oral and Written Expression

(a) Intense seminar work based on a study of the language used in contemporary French plays and novels. Analysis and discussion. (b) Discussions on the subject matter of class lectures on the trend of international political events. (c) Advanced French composition. Description, story writing, essays, criticism, newspaper editorials, etc. Two terms. Three hours per week. (Evening only, 1939-40.)

GERMAN**German 101. Introductory Course in German Language**

A beginner's course in the German language which is designed, in one year, to make the student conversant with the grammar, pronunciation and ordinary vocabulary of the language, and to be able to read from the less difficult authors. Emphasis is placed upon learning to speak the language, as well as to read and write it. Two terms. Three hours per week.

German 102. German Language and Literature

Through advanced instruction in the language the student is given an introduction to German literature and is enabled to study some of the more important authors. Instruction and assigned reading are in the German language in so far as this is possible. Two terms. Three hours per week.

German 103. German Literature

Through a study of German literature throughout its various periods to the present day, this course attempts to give the student an understanding and appreciation of German culture. Two terms. Three hours per week. (Evening only, 1939-40.)

German 104. A Study of German Culture

A more intimate and detailed study of the basic elements of the culture of modern Germany, both in their origins and in their modern manifestations. The course will survey German social organization and theory, art, music, drama and the general customs, folkways and mores of the people of all classes. All instruction and assigned reading in the German language. One term. Three hours per week. (1st term.) (Day only, 1939-40.)

German 105. Germany as a Modern World State

An understanding of the national and international viewpoints of modern Germany in political, economic, scientific and social organization and conflict is the object of this course. All instruction and source materials assigned for study will be in the German language. One term. Three hours per week. (2nd term.) (Day only, 1939-40.)

HISTORY**History 101, 102, 103, 104, 105.**

(See the Social Sciences Division.)

LATIN**Latin 101. Latin Composition and Classics**

Advanced instruction in Latin prose composition and syntax with practice in sight translation. The course also includes translation and literary interpretation of prescribed selections from the Latin classics in poetry and prose. Two terms. Three hours per week.

Latin 102. Latin Literature

The purpose of this course is to provide students, interested in the subject, with a wider and deeper knowledge of the Roman people, their history, life and literature, by the reading of selected works of the best known Latin writers of the Late Roman Republic and the Early Roman Empire. Two terms. Three hours per week. (Evening only, 1939-40.)

PHILOSOPHY**Philosophy 101. Introduction to Philosophy**

A study of the leading types of philosophic conception; materialism, idealism, realism, pragmatism, rationalism, empiricism, monism, dualism; and of the problems and methods of philosophy, relating them to and distinguishing them from other kinds of human interest and activity, such as science and religion. The aim of the course is to aid students in the construction of a tenable world-view for themselves. Two terms. Three hours per week.

Philosophy 102. Great Philosophers, Ancient and Modern

This course aims to make the student conscious of his own intellectual heritage by means of a first-hand acquaintance with the thought of those philosophers, from Plato to the present day, who have been most influential in the moulding of the Western mind. It will also illuminate the character of philosophic problems by showing how they persist through a variety of forms, and are restated from age to age. Readings, lectures and discussions. Two terms. Three hours per week. (Given 1940-41.)

Philosophy 103. Philosophy of Education

A seminar course for advanced students, on the philosophy of Education. The development of educational theory will be studied, and particular attention will be given to the educational movements and philosophers of the twentieth century. The aim of this course will be to assist the student to develop an orientation and integration of his own education, as well as to provide a background of educational theory for those who may be preparing for professional work as social agency or Association secretaries. One term. Three hours per week. (2nd term.)

Philosophy 104. Philosophy of Education, Advanced Course

Further study of the theory of education is provided in this seminar course. Attention being paid to the philosophy and method of informal as well as formal education. One term. Three hours per week. (Given 1940-41.)

Philosophy 105. Social and Political Philosophy

A study of the origins and development of social and political ideals which are current in the world today. The historical approach is used to provide a sound basis for the understanding of the ideologies of the twentieth century, particularly proletarianism, totalitarianism and democracy, and their implications for the individual and for society. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

Philosophy 107. Philosophy of Ethics

Consideration of the problems of human conduct, the nature of moral life, moral values, good and evil, freedom and morality, with particular emphasis on the social application of ethics. One term. Three hours per week. (2nd term.)

SPANISH**Spanish 101. Introduction to the Spanish Language**

In this course an attempt is made to give the student a working knowledge of Spanish. Emphasis is placed on the practical aspects of learning to read and to speak the language. Two terms. Three hours per week. (Evening only, 1939-40.)

THE SOCIAL SCIENCES DIVISION**Social Science 101. General Course in the Social Sciences**

This pandemic course has the same point of view and objectives with regard to the social sciences as Natural Science 101 has regarding the physical sciences. An attempt is made to enable the student to view contemporary society objectively by giving him an understanding of the origins and development of modern civilization. The student is encouraged to develop his thinking about the society in which he lives and his part in that society. The subject matter of the course is drawn from selections of the classical works on man's economic and social life as well as from modern sources and includes an integration of evidence from the fields of anthropology, sociology, psychology, history, economics, political science and social philosophy. As one of the problems of contemporary society, marriage, home-making and sex education are studied. Two terms. Three hours per week.

Social Science 103. Elements of Law

An introduction to law as it affects the ordinary citizen. A general survey of the growth and primary principles of civil, criminal and international law, together with a study of the concepts of human justice and social responsibility. (For Commercial Law, see Commerce 106-108.) One term. Three hours per week. (Not given, 1939-40.)

Social Science 104. Problems of Local Government

A study of the practical problems and methods of government, approached from the point of view of the citizen and the voter. While particular attention is paid to local civic government, the course includes a study of the details of provincial and federal administration. The relationship of the routine of public administration to political and social theory is also discussed. One term. Three hours per week. (Not given, 1939-40.)

COMMERCE

Commerce 101. Principles and Practice of Accountancy

An introductory course in accountancy in which the complete cycle of book-keeping procedure is presented in the first month so that the student may see clearly the relationship between the various steps which cover working papers, merchandising activities, special books of original entry, bills of exchange, adjustments and closing, controlling accounts, the voucher system, partnerships, manufacturing accounts, inventories. Two terms. Three hours per week.

Commerce 102. Advanced Accountancy

An advanced course in accountancy for students who have already taken Commerce 101 or its equivalent. It covers working papers, corporations, actuarial science, inventories, consignments, instalment sales, tangible and intangible fixed assets, investments, comparative statements, profit and loss analysis. Two terms. Three hours per week.

Commerce 103. Cost Accounting

A theoretical and practical course in cost accounting for students who have completed Commerce 101 and 102, or the equivalent. The course covers the principal purposes of cost accounting, elements of cost, process cost method, specific order costs, production orders, standing orders, direct and indirect materials, direct and indirect labor, wage systems, manufacturing expense, operating statements, depreciation, standard costs, comparative analysis. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

Commerce 104. Financial Organization, Money and Banking

A practical course in the modern financial structure and its technical details including such topics as: credit instruments, money and currency, foreign exchange, the corporation, capital, securities, banking, insurance, trust companies, public finance and taxation, etc. One term. Three hours per week. (2nd term.)

Commerce 105. Business Administration and Scientific Management

A course in the science of business, designed to serve as an introduction to studies in the fields of commerce, including: management, financing, office management, wages and wage systems, purchasing, selling, advertising, traffic, foreign trade, credit, banking, financial statement and cost accounting, etc. Two terms. Three hours per week.

Commerce 106. Commercial Law

A general survey of the law relating to business and commerce, including study of the law of obligations with special reference to contracts in general; lease and hire and the rights and obligations of landlords and tenants; forms of sale and the duties and liabilities of vendor and purchaser; wills and successions; mandate or agency; forms of partnership and the rights and obligations of partners; loans. Reference is made in all cases to the law of the Province of Quebec. One term. Three hours per week. (1st term.)

Commerce 107. Advertising

This course explains the basic principles involved in creating advertisements and in carrying on complete advertising campaigns. Stress is placed upon the actual writing of copy and designing of lay-outs for various advertising media, which will embody the advertising principles studied. One term. Three hours per week. (1st term.)

Commerce 108. Commercial Law (Advanced)

This course continues the survey commenced in Commerce 106, dealing with (a) Bills of exchange—negotiable instruments, particularly cheques, promissory notes and drafts, (b) Corporations—the Dominion and Quebec Companies Acts are compared and applied to various companies. Companies are traced from their inception to final production, and the duties of the various members are examined in detail, (c) Insurance—a study of the law regarding the operation of the various insurance companies in the Province of Quebec, the various forms of insurance and the rights and obligations of the parties thereto, (d) A working knowledge of the Bankruptcy Act, the Bank Act and the Income Tax Act. One term. Three hours per week. (2nd term.)

Commerce 109. Transportation and Traffic

Following a brief general study of the economics and history of transportation, this course will deal with the details of transportation and traffic management in Canada, including: types of transportation service, rates and classifications, regional traffic problems and their relation to economic geography, shipping principles and routine, etc. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

Commerce 110. Marketing and Merchandising

A general study of modern methods of wholesale and retail distribution, sales organization and promotion, price policies and economic value, market analysis and advertising, purchasing, the relation of these to production. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

Commerce 111. Advertising (Advanced)

This course is open to students who have completed the course Commerce 107 or have an equivalent working knowledge of the theory and practice of advertising. Topics treated include: advanced study of the construction and styles of advertising copy; direct mail advertising; direct mail copy; format, lay-out and printing of mailing pieces; organization and execution of direct mail campaigns; house organs. Lectures, discussion, assignments, and criticism by the instructor. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

Commerce 112. Auditing

A course on the theory and practice of auditing, covering the basic principles of balance sheet, cash, detailed and continuous audits, special investigations; adequacy of internal check systems; methods of verification of all types of assets and liabilities; valuation reserves; legal requirements. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

Commerce 113. Cost Accounting (Advanced)

A course in cost accounting for students who have completed Commerce 103 or its equivalent and who wish to continue with more advanced theory and practice in costing, including interest on investments, graphic charts, uniform methods, and exercises designed to give the student a practical application of the principles and procedures of specific order cost accounting. One term. (2nd term.) (Evening only, 1939-40.)

Commerce 114. Credits and Collections

A practical course designed to explain phases of credit and financing apart from banking and corporation finance; it deals with both wholesale and retail credit and co-relates the subject thoroughly with such other fields as economics, commercial law and accountancy. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

English 106. Précis Writing, Reports and Secretarial Practice

(See the Humanities Division.)

Mathematics 102. Mathematics for Commerce Students

A specialized course which includes those sections of higher mathematics which are of most practical use in commerce, industry and finance. Subject matter treated includes: Commission, brokerage, stocks and bonds, annuities, compound interest, progressions, proportion, discount, capitalization, sinking fund and amortization, depreciation, probability, insurance, investment calculations, etc. One term. Three hours per week. (1st term.)

Mathematics 103. Statistical and Graphical Methods

The elementary principles of statistical method as applied in the scientific study and interpretation of economic and social phenomena. The course includes the study of averages, percentiles, measures of dispersion and central tendency, tabulation, frequency distribution, frequency curves, correlation, index numbers, graphical representation and classification, etc. One term. Three hours per week. (2nd term.)

ECONOMICS**Economics 101. Economic Problems of Contemporary Society**

A study of society from the economic point of view, this course makes its approach through the analysis of actual current problems in this area. By means of the study of such vital questions as: the distribution and exchange of wealth; the organization of trade and industry; finance, banking, international exchange, and the money market; labor problems; public finance and governmental systems; economic depressions, and their causes and effects; etc.; the student is enabled to arrive at some fundamental principles of the modern industrial system and to establish a sufficient background for his own thinking on economic questions. Two terms. Three hours per week.

Economics 102. The Evolution of Modern Economic Theory and Organization

The aim of this course is to orientate the student in the economic field. The evolution of society is traced from the early land economy to the modern, capitalistic system, with a view to a better understanding of the structure of modern economic life and the forces which control it. One term. Three hours per week. (1st term.)

Economics 103. Political Theory and Modern Governments

A study will be made of the nature of the State and its development; the position of individuals in society, their rights and relationships; the dependence or independence of the unit in the group, and the conflicting claims of various organizations within the State. The origin and development of democracies, the rise of dictatorship since the War, the underlying ideas of modern politics and the processes of government in the chief countries of the world will be dealt with. One term. Three hours per week. (1st term.)

Economics 104. Economic Geography

This course deals with the way in which geographic conditions influence, and have influenced, the products, the occupations, and the ways of life of the various peoples of the world, and provides an understanding of the natural resources of the world, and the geographical factors which affect their exploitation, transportation and use in the satisfaction of wants. One term. Three hours per week. (2nd term.)

Economics 105. The Economics and Politics of Canada

A survey of Canada's federal, provincial and municipal governmental institutions, its economic resources and organization, its culture and its people, provides the background for an intensive consideration of present problems in all these areas of our national life. Two terms. Three hours per week.

Economics 106. International Economic and Political Relations

The course will deal with current economic, geographic and political problems and contemporary trends in matters of trade, economy and economic rivalry. The student will gain some knowledge of the economic structure and interrelations of the modern world and the intricacies of international relations. One term. Three hours per week. (2nd term.)

Economics 107. Industrial Legislation and Labour Problems

A study of industrial legislation, labour and employment problems with particular reference to Canada. One term. Three hours per week. (Given 1940-41.)

HISTORY**History 101. History of Early Civilization**

The aim of this course is to give the student a vital appreciation and understanding of the story of early mankind so far as it is known at present. Emphasis is placed on the gradual emergence of history from the prehistoric cultures. Hebrew, Egyptian, Babylonian and other ancient cultures are dealt with at some length. One term. Three hours per week. (Given 1940-41.)

History 102. History of the Ancient World

The work of this course concentrates upon the classical periods of Greece and Rome. The contributions of these peoples to modern civilization is emphasized. One term. Three hours per week. (Given 1940-41.)

History 103. Medieval and Modern European History

This course deals with the general history of Europe from the break-up of the Roman Empire to the present day, including a study of developments since the World War. Throughout this course emphasis is placed upon the origins in history of various elements in the present political, social and economic turmoil in Europe. Two terms. Three hours per week.

History 104. History of Canada

An opportunity is provided in this course to study the history of Canada from the discovery of America by Europeans to the present day. Through a knowledge of the evolution of Canadian political, social and economic institutions, the student is led to analyse more adequately the present problems of the nation. Two terms. Three hours per week. (Given 1940-41.)

History 105. History of the Americas

This course covers the political, social, and economic history of all countries on the two American continents. The object is to study the development of each with special reference to their interdependence. Two terms. Three hours per week.

PHILOSOPHY**Philosophy 103, 104, 105, 107**

(See the Humanities Division. These particular courses in Philosophy may be taken for credit as Social Sciences.)

PSYCHOLOGY

Psychology 101. A General Study of Human Behaviour

The purpose of this course is the development of an adequate understanding of human behaviour and experience. The work of the course includes a study of the nervous system, motivation and the basic urges, emotional reactions, personality development, adjustment and integration, abnormal personality, learning and heredity, mental abilities and aptitudes, applications of psychological findings in business, industry, education and the activities of everyday life. Two terms. Three hours per week. Laboratory hours arranged.

Psychology 102. Advanced General Psychology

This course makes a more advanced study of general psychology, together with a more detailed treatment of the applications of psychological principles to industry, society and the individual personality. The historical development of psychology and the points of view of the various modern schools of psychological thought are studied, along with work in the theory, construction, administration and interpretation of objective mental tests. Two terms. Three hours per week. Laboratory hours arranged.

Psychology 103. Educational and Vocational Guidance

A course in the theory, principles and practice of scientific guidance in education and in industry. Detailed study and practical work in the techniques of analysing abilities, aptitudes, traits and interests, and in the methods of personality adjustment, self-discovery, orientation and re-education of the whole person, which are the heart of the guidance process. One term. Three hours per week. Laboratory hours arranged. (1st term.)

Psychology 104. Psychology in Industry and Commerce

A specialized course in the psychology of business and industry, and the application of its principles to such matters as: efficiency, employee selection and placement, personnel policy and problems, advertising, public relations, personal adjustment, etc. One term. Three hours per week. Laboratory hours arranged. (Given 1940-41.)

Psychology 105. Psychology of Education.

A seminar course for advanced students, on the psychology of education, both formal and informal. In this course students will consider not only the teaching of skills and information, but also the broader problems of education as the full growth and adjustment of persons in society. One term. Hours arranged. (Given 1940-41.)

RELIGIOUS EDUCATION

Religious Education 101. The Principles of Religious Education

In this course are considered the basic concepts underlying an educational approach to religion with particular reference to the teaching of Jesus as fundamental. An attempt is made to develop the major theses of the course out of the experiences of the class members. This course and the following are suitable for teachers, Christian Association secretaries, group leaders, etc. One term. Three hours per week. (1st term.) (Evening only, 1939-40.)

Religious Education 102. Curriculum and Practice in Religious Education

The major questions of method in religious education are dealt with. Contrasts between divergent theories of the curriculum are discussed as well as various aspects of character development. Types of learning and activity as related to character and personality growth are considered at length. One term. Three hours per week. (2nd term.) (Evening only, 1939-40.)

SOCIOLOGY

Sociology 102. Modern Sociological Problems

This course attempts to give the student a scientific approach to the understanding of modern society. Social organization and disorganization, social forces and the fundamental institutions are considered. An attempt is made to make the course as realistic as possible. This is accomplished by actual contacts with social institutions and social workers in various fields. Two terms. Three hours per week. (Day only, 1939-40.)

Sociology 103. Social Disorganization and Social Therapy

This course examines the causes, nature and effects of various disruptive factors in present-day society, and surveys the work and function of social welfare organizations and institutions designed to correct these conditions of individual and social maladjustment. Two terms. Three hours per week.

Sociology 104. Anthropology and Social Origins

The general purpose of this course is to enable the student to interpret modern social life in terms of its origins in primitive cultures. A study of the evidence of archaeology, physical and cultural anthropology, ethnology and folklore. One term. Three hours per week. (Given 1940-41.)

Sociology 105. Social Movements and Institutions

The nature and functions of the institutions and social movements comprising modern society. Particular emphasis is placed on the forms evolved by these institutions to meet the particular problems and needs of the urban community. One term. Three hours per week. (Given 1940-41.)

Y.M.C.A. PROFESSIONAL SECRETARIAL STUDIES

Association Science.

In addition to the course leading to the degree of Bachelor of Arts there is provided for Y.M.C.A. secretaries-in-training a parallel study of the philosophy, programme and administration of the Young Men's Christian Association. Completion of this work, which may be taken concurrently with the studies for the bachelor's degree, is one of the requirements for the Diploma in Association Science issued by the College.

The studies in Association Science include such topics as: History and development of the Y.M.C.A., its philosophy, organization and control, relation to other community agencies, leadership training, administration and business management, community work, group work, health and physical education, boys' work, young men's work, adult education, and camping.

This programme of studies is divided into four six-week units in each of three years, the second, third and fourth years of study at the College, and is equivalent to the addition of one full course to the regular programme of studies in each of these years. Academic credit for this work is applicable only toward the Diploma in Association Science, not toward the bachelor's degree. Leadership is given by the secretaries on the staffs of the various branches of the Montreal Y.M.C.A. and, whenever possible, by members of the staff of the National Council of Y.M.C.A.'s of Canada.

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